

**ADDENDUM ONE TO THE INVITATION FOR BIDS (IFB) FOR ADULT PROTECTIVE SERVICES (APS)
EMERGENCY SHELTER PROGRAM SERVICES (PROGRAM)**

QUESTIONS AND ANSWERS -

Pursuant to Section 2.5, Bidders' Questions, of the IFB, this Addendum One provides answers to question(s) received in response to IFB No. APS-ES-01.

Question #1

I had a question regarding the process and documents needed to submit a bid. My three facilities are currently contracted with the APS Shelter Program. Would you be able to send me a copy of the documents that I submitted last time around?

Also, what documents actually need to be filled out and submitted by March 11th? Just Appendix D? Thanks. Do I fill out one set for each individual building or is one set in total enough?

Answer #1

For specific details and requirements for submitting a bid for the APS Emergency Shelter IFB, please reference Sections 2.7 through 2.9 of the APS Emergency Shelter IFB.

If you are submitting a bid for multiple facilities, please submit a separate bid for each facility. Documents submitted for the previous APS Emergency Shelter procurement cannot be used for this current procurement. Requests for previously submitted procurement documents must be made in accordance with the California Public Records Act (CPRA), California Government Code 6250 through 6276.48. Bidder must submit its request in writing. Should the County approve the Bidder's request, Bidder shall be responsible for the payment of fees to cover the direct costs with photocopies (Government Code Section 6253 (b)).

Documents that are required for bid submission to this procurement are located in Appendix D, Required Forms. In addition to the Required Forms located in Appendix D, Bidders must also include all Required Support Documents listed under "Bidder's Background and Experience" as noted in Subsection 2.8.3, (Section B.1) of the IFB. Bidders must also provide a "Statement of Pending Litigation and Judgments" as noted in Subsection 2.8.3, (Section B.3), "Proof of Insurability" as noted in Subsection 2.8.5, (Section D), and "Proof of Licenses" as noted in Subsection 2.8.6, (Section E).

Question #2

The contract funding seems to be different than last time; it's going to be a price per bed, up until now it has been an allocation throughout the building. You're asking us for a bid as to what we should be bidding per bed. I'm guessing that this is a change in the Program?

Answer #2

Yes, there has been a change between the current solicitation and the last APS Emergency Shelter solicitation, which was a Request for Statement of Qualifications (RFSQ). This current solicitation is an Invitation for Bids (IFB). Bids will be evaluated to determine the lowest cost to provide APS Emergency

Shelter services and to determine whether bidders are responsive and responsible and have the ability to meet the APS Emergency Shelter IFB Minimum Requirements.

Question #3

The Contractor has been part of the Program for the past 5 years. Can we assume that they (CSS) knows that we meet the minimum requirements?

Answer #3

No, we (CSS) cannot assume that a current Contractor is meeting the APS Emergency Shelter IFB Minimum Requirements. Bidders must provide supporting documentation as part of the bid submission indicating that your facility currently meets the APS Emergency Shelter IFB Minimum Requirements as noted on the "Bidder's Organization Questionnaire/Affidavit" – Exhibit 1, Appendix D, of the APS Emergency Shelter IFB.

Question #4

Because we are licensed by the State of California can we just signify that under licensure that covers most of the items under the Minimum Requirements?

Answer #4

On Exhibit 1 of Appendix D, "Bidder's Organization Questionnaire/Affidavit" of the APS Emergency Shelter IFB, there are boxes that you can check off for each Minimum Requirement, indicating your facilities' ability to meet each of the APS Emergency Shelter IFB Minimum Requirements.

Question #5

I'm not sure in which Supervisorial District we're located in. We have facilities in West Covina, Palos Verdes, and Long Beach. Do you know the Supervisorial Districts for these locations?

Answer #5

To locate the L.A. County Supervisorial District for your Emergency Shelter facilities, please navigate to the L.A. County Registrar-Recorder website noted below and enter the address for each facility, under the "District Look Up by Address" section.

<http://www.lavote.net/OnlineDistrictmapApp/>